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# ANNUAL REPORT ON FUNDRAISING

## REPORT SUBMITTED TO THE DIOCESAN BISHOP

Name of Group \_\_\_\_\_

Name of Contact Person \_\_\_\_\_

Title or Position \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

### I. GENERAL INFORMATION

This report covers activity that took place during the fiscal year beginning on  
(date) \_\_\_\_\_ and ending on (date) \_\_\_\_\_.

### II. INDIVIDUAL FUNDRAISING ACTIVITIES

What fundraising activities are you reporting?

A. \_\_\_\_\_

What was its gross revenue? \_\_\_\_\_ administrative cost? \_\_\_\_\_ net revenue? \_\_\_\_\_

For whom were these funds raised? \_\_\_\_\_

For what purpose? \_\_\_\_\_

B. \_\_\_\_\_

What was its gross revenue? \_\_\_\_\_ administrative cost? \_\_\_\_\_ net revenue? \_\_\_\_\_

For whom were these funds raised? \_\_\_\_\_